



John Ulibarri • WEBER COUNTY ASSESSOR
Joseph H. Olsen • CHIEF DEPUTY ASSESSOR

Weber County Assessor - Weber Center
2380 Washington Blvd. STE 380 Ogden, Utah 84401
(801) 399-8572 Fax: (801) 399-8308
www.webercountyutah.gov/Assessor

March 1, 2019

NOTICE OF 2019 BUSINESS PERSONAL PROPERTY ONLINE TAX FILING

Dear Weber County Business Owner,

For the 2019 Business Personal Property tax filing you will now be required to file online. Access your summarized account information online at www.webercountyutah.gov/Assessor/pproperty.php. Business assets such as: computers, telephones, copiers, trade fixtures, furniture, signage, equipment, machinery and other like personal property owned and/or used in connection with your business as of January 1, 2019 is subject to taxation.

Please refer to your account number and secure pin located above to utilize our online filing system. On the reverse hereof is a detailed set of instructions for filing online. Filing online is quick, safe, and efficient. For complete instructions, forms, and payment options, visit our website at: www.webercountyutah.gov/Assessor/pproperty.php Please note: If you are unable to file online, please call our office at (801) 399-8572 for assistance.

New for 2019: The classification code for Medical and Dental Equipment has been dissolved. Medical & Dental Equipment and Machinery & Equipment assets will now be classified together. These two classes have been merged together due to the depreciation schedules of both classes historically being the same. The combined class has been named Machinery & Equipment and Medical & Dental Equipment. Please adjust your records accordingly.

Tax Exempt: A business with an aggregate taxable value of \$10,800 or less, may be exempt from Personal Property Tax. This exemption applies to the total value of all Personal Property owned and/or used by your business in Weber County. If you have more than one business location in Weber County under the same business ownership, the exemption is applicable only if the total value of all property owned by such entity is less than \$10,800. Your application for exemption may only be considered with a completed Signed Statement of Personal Property. Failure to file timely and submit a signed statement may result in a forfeiture of your application for exemption.

Your Signed Statement and tax payment are due on or before May 15, 2019. Past due accounts will be subject to penalty and interest at the rate of 8.45 % annually.

If your business has closed or you no longer own this business, please complete the online "Business Change Form" found on our website.

If you need assistance, please call (801) 399-8572 or visit our office at 2380 Washington Blvd. Suite 380, Ogden. Our office hours are Monday through Friday, 8 a.m. to 5 p.m.

Sincerely,

John Ulibarri
Weber County Assessor

Utah Code: 59-2-307- ... any person who does not file a signed statement shall pay a penalty equal to 10% of the estimated tax due, but not less than \$25 for each failure to file a signed and completed affidavit. The penalty imposed by this section may not be waived or reduced by the assessor, county commission, or county board of equalization.



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2019 Personal Property Tax Online Filing Instructions

www.webercountyutah.gov/Assessor/pproperty.php

All businesses are required to submit an annual self-assessing personal property tax filing. The process of filing your business personal property tax begins with gathering your records.

- A complete list of all assets (trade fixtures, equipment, machinery, signage, computers, furniture, etc.) used in connection with your business as of January 1, 2019 is needed. This list should include: item description, acquisition year, acquisition cost, and quantity.
- Lease agreements for any equipment being leased or rented, used in connection with your business as of January 1, 2019.
- The total cost of supplies on hand as of January 1, 2019 (divide the year's total supply amount by 12). Supplies include items such as general office supplies and maintenance supplies.

Access the Online Personal Property filing system at www.webercountyutah.gov/Assessor/pproperty.php

Click on 'File Online Business Personal Property' and refer to your account number and password located on the reverse hereof to log in.

- Filing online is quick, safe, and efficient.
- First, please verify basic contact and location information.
- Enter the information on all leased or rented equipment (please do not list registered motor vehicles or land and buildings).
- The equipment listing reported from the previous year will be available to update.
- Begin adding equipment acquired in 2018 by selecting a correct classification code (refer to the valuation schedules/descriptions if unsure), then add the item description, year acquired, quantity, and cost.
- Once your additions have been completed, begin deleting assets that were disposed of during 2018. Once you have selected all assets to be removed, click 'Save Changes'.
- As you add and delete equipment to the filing system, it will automatically calculate a taxable value based on the classification code, cost and quantity chosen.
- Once all changes have been made to your equipment listing, your total taxable value and total tax due will be calculated. If the total taxable value is \$10,800 or less, you will be exempt from payment.
- Once you proceed to the 'Final Steps', you will electronically sign the Signed Statement for submission.
- After submitting your filing, be sure to 'Print Return' for your records.
- If required, electronic payments can be made in the form of an e-check or credit card. A fee of 2.45% (\$1.95 minimum) is charged on all credit card transactions; Weber County does not receive this fee.
- If you elect to pay your personal property tax via postal mail, please ensure the payment is postmarked by May 15, 2019 to avoid interest.

Once you have completed the entire online filing process, your filing will be reviewed by a personal property appraiser in our office. If any changes are necessary, we will correct them and notify you of any changes.

If you need assistance, please call our office at (801) 399-8572. Office hours are Monday through Friday, 8 a.m. to 5 p.m.

Thank you for using our online filing system.

Utah Code: 59-2-307- ... any person who does not file a signed statement shall pay a penalty equal to 10% of the estimated tax due, but not less than \$25 for each failure to file a signed and completed affidavit. The penalty imposed by this section may not be waived or reduced by the assessor, county commission, or county board of equalization.

2019 SIGNED STATEMENT OF PERSONAL PROPERTY



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OFFICE USE ONLY

PLEASE VERIFY LOCATION ADDRESS
ADDRESS INCORRECT? SEE BUSINESS CHANGE FORM

Line 1: Equipment and Supplies – Enter Grand Total of Market Values.	_____	(1)
Line 2: Acquisitions and Deletions– Schedule A.	_____	(2)
Line 3: Total of lines 1 and 2 rounded to the nearest dollar. If the total on line 3 is \$10,800 or less, STOP, do not calculate the tax at this time, sign form below. DO NOT DEDUCT \$10,800.	_____	(3)
Line 4: Tax Rate – IMPORTANT NOTE: If the business location has changed during the past year, please call (801) 399-8572 for the correct tax rate.	_____	(4)
Line 5: Tax Amount Due – Line 3 multiplied by Line 4.	_____	(5) Tax Due

Make check payable to: Weber County Assessor, 2380 Washington Blvd. STE 380, Ogden, UT 84401
PLEASE NOTE: FILING AND PAYMENT DUE DATE MAY 15, 2019

I do swear that this signed statement reflects a full, true, and correct account of all personal property within Weber County, Utah, subject to taxation which was owned, possessed, managed, or controlled by me at 12 o'clock noon on January 1st 2019, that no property has been transferred out of Weber County or disposed of for the purpose of avoiding any assessment. Unsigned statements will be returned and will be subject to interest and/or penalty if delayed. If your business qualifies for exemption from property tax based on the value detailed and listed herein, your signature on this statement of personal property is required. You are certifying that the taxable value of all tangible personal property owned by the legal entity listed above is \$10,800 or less. This application for exemption is not official until granted by the Board of Equalization. This form will be submitted to the board on your behalf by the Assessor. This exemption is determined by ownership. If you have tangible personal property at different locations, and you file more than one personal property statement, the total value of all tangible personal property at all locations will determine exemption eligibility.

Any Taxpayer dissatisfied with the taxable value may appeal by filing an application no later than May 15, 2019. Appeal forms may be obtained from the Weber County Auditor's office, 2380 Wash. Blvd. STE 320 Ogden, UT. 84401

APPEALS MUST BE RECEIVED NO LATER THAN MAY 15, 2019

CUSTOMER SERVICE: (801) 399-8572

PLEASE CHECK ONE

Sole Proprietor
 Partnership
 Corporation
 L.L.C.

Does the applicant listed above own property listed on other personal property statements at other locations within this County?

Yes [] No [] If, "yes" please list the other account numbers in space below.

Nature of Business: _____

Federal Tax ID: _____

Date Opened: _____

SIGNATURE	DATE	PHONE
REQUIRED		REQUIRED

2019 PERSONAL PROPERTY VALUATION SCHEDULE

PROPERTY CODE 150	
Computer Hardware	
Year Acquired	Percent Good
2018	62%
2017	46%
2016	21%
2015	9%
2014 & prior	7%

Examples of Property Include:

CAD/CAM Systems
 Data Processing Equipment
 Data Processing Peripherals
 LAN Systems
 Mainframe Computers
 Personal Computers
 Plotters
 Copiers
 Copy, Fax, Printer Combination
 Printer/Copy Machines
 POS Systems-Non Manual

PROPERTY CODE 155	
Short Life Property	
Year Acquired	Percent Good
2018	72%
2017	42%
2016 & prior	11%

Property is highly susceptible to breakage, loss and rapid wear & tear.

Examples of Property Include:

Bath Mats
 Computer Software
 Library Materials/Books
 Molds
 Motel/Hotel Linen & Towels
 Motion Picture Prints
 Patterns, Jigs & Dies
 Plants, Decorative
 Pots & Pans
 Utensils & Silverware
 Wood Pallets

PROPERTY CODE 20	
Machinery & Equipment and Medical & Dental Equipment	
Year Acquired	Percent Good
2018	94%
2017	87%
2016	79%
2015	71%
2014	64%
2013	56%
2012	47%
2011	38%
2010	30%
2009	21%
2008 & prior	11%

Machinery & Equipment:

Machinery & tooling used in production and processing industries. Equipment used in service industries such as service stations, laundry & dry cleaning cleaning, and bulk petroleum distributors.

Examples of Property Include:

Air Compressors
 Amusement Rides
 Automotive Tools
 Bakery Equipment Bottling
 Bowling Equipment
 Brew/Distillery Equipment
 Cannery Equipment
 Carpet Cleaners Equipment
 Car Wash Equipment
 Clothes Washers & Dryers
 Conveyors
 Darkroom Equipment
 Drill Rigs-Non Petroleum
 Dry Cleaning Machines
 Food Preparation Equipment
 Generators
 Golf Carts
 Incinerators
 Kilns-Dry & Tunnel
 Kitchen Appliances
 Lawn Mowers
 Lube Systems & Devices
 Machine Shop Equipment
 Manufacturing Machinery
 Meat Packing Equipment
 Milling Plant Equipment
 Mortuary Equipment
 Piping, Industrial
 Commercial Presses and Printing Equipment
 Processing Equipment
 Pumps- Air, Water, Fuel
 Refrigerated Display Cases
 Refrigeration Equipment
 Sanders and Saws
 Service Station Equipment
 Sewing Machine
 Shoe Repair Machinery
 Ski Lift Machinery
 Smelter Equipment
 Snow Removal Equipment
 Submerged Pumps
 Tools, Hand and Power
 Wheel Alignment & Balancing Equipment
 Welders
 Woodworking Equipment
 *Continued

PROPERTY CODE 20	
Machinery & Equipment and Medical & Dental Equipment *Continued	

Medical & Dental Equipment:

Specialized Equipment used in Medical Profession & Health Care Industry

Examples of Property Include:

Beds, Medical
 Dental Equipment & Instruments
 Electrolysis Machines, Medical
 Exam Tables & Chairs
 Eye Examination Equipment, Medical
 Hospital Equipment
 Lensometer, Medical
 Lenses, Medical
 Medical Equipment & Instruments
 Mesoptometers
 Microscopes
 Nitrous Oxide Systems and Tanks
 Optical Equipment & Instruments
 Sterilizers, Medical
 Surgiscope, Medical
 Thermometer, Medical
 X-Ray Machines
 Veterinary Instruments & Equipment

PROPERTY CODE 10	
Furniture & Trade Fixtures	
Year Acquired	Percent Good
2018	92%
2017	84%
2016	74%
2015	64%
2014	55%
2013	45%
2012	34%
2011	23%
2010 & prior	12%

Non-mechanical furniture & trade fixtures

Examples of Property Include:

Auditorium & Theater Seats
 Awnings
 Bars & Sinks (Portable)
 BBQs/Fireplaces
 Beauty/Barber Shop Fixtures
 Booths, Tables & Chairs
 Cabinets & Shelves (Portable)
 Cashier's Island
 Check Out Counters
 Decorations
 Display-Cases & Racks (Non Refrigerated)
 Exercise Equipment
 Furniture- All Types
 Garbage Containers
 Framing
 Motel/Hotel Beds and Furniture
 Mobile Offices
 Office and Concession Trailers
 Movable Partitions
 Movie Screens
 Musical Instruments
 Signs, Mechanical & Electrical
 *LED Component of a billboard
 Tanning Booths
 Televisions
 Water Slides

PROPERTY CODE 15	
Short Life Equipment	
Year Acquired	Percent Good
2018	86%
2017	70%
2016	53%
2015	35%
2014 & prior	18%

Data Processing Equipment, Electronic Type of Equipment, including Office Machines subject to severe wear & tear

Examples of Property Include:

Accounting Machines
 Alarm Systems
 Candy Machines
 Cash Registers
 Coin-Op Vending Machines
 Drive-Up Windows (Bank)
 Drones
 Fax Machines
 Microwave Communications Equip.
 Music/Stereo Systems & Radios
 Reservation Terminals
 Shopping Carts
 Small Equipment Rental
 Sound Systems
 Surveillance Camera/TV
 Telephone Systems & Equip.
 Typewriters
 Video Game Machines

PROPERTY CODE 30	
Heavy Equipment	
Year Acquired	Percent Good
2018	49%
2017	47%
2016	44%
2015	42%
2014	39%
2013	37%
2012	35%
2011	32%
2010	30%
2009	28%
2008	25%
2007	23%
2006	20%
2005 & prior	13%

Mobile Machinery used in the construction & quarry industry as well as equipment used in the processing of construction materials.

Examples of Property Include:

Asphalt Equipment
 Backhoes & Front Loaders
 Batch Plants
 Cement Batch Plants
 Concrete/Cement Forms- Heavy Duty
 Compaction Equipment
 Cranes-Construction
 Excavators
 Graders
 Loaders
 Log Skidders & Loaders
 Pavers
 Scrapers
 Snow Cats
 Sweepers

Continued on Back

2019 PERSONAL PROPERTY VALUATION SCHEDULE

PROPERTY CODE 100	
Supplies	
Year Acquired	Percent Good
2019 & prior	100%

Cost should include sales tax/freight

Examples of Property Include:

Maintenance & Cleaning supplies, fuel, replacement parts, oil, office supplies

PROPERTY CODE 400	
Rental Media	
Year Acquired	Percent Good
2018	\$15.00

Examples of Property Include:

Rental Video Tapes, CDs, DVDs, Blu-Ray and computer games

PROPERTY CODE 401	
Rental Media	
Year Acquired	Percent Good
2017 & prior	\$3.00

Examples of Property Include:

Rental Video Tapes, CDs, DVDs, Blu-Ray and computer games

PROPERTY CODE 214	
Long Life Property	
Year Acquired	Percent Good
2018	96%
2017	94%
2016	89%
2015	85%
2014	82%
2013	79%
2012	73%
2011	69%
2010	64%
2009	63%
2008	59%
2007	57%
2006	51%
2005	45%
2004	38%
2003	30%
2002	23%
2001	15%
2000 & prior	8%

Property having a long physical life.

Examples of Property Include:

*Billboards (excluding LED component)
Grain Elevators - Non-Farm
Pipelines
Radio Towers
Sign Towers
Ski Lift & Tram Towers
Surface Tanks
Towers, Cell Phone, Broadcast
Underground Tanks
Wind Powered Electrical
Generators/Equipment/Towers

*Only billboard signage should be classified Long Life. For all other signage, including the LED component of a billboard, see property code 10.

PROPERTY CODE 12	
Aircraft/Manufacturing Tools & Dies	
Year Acquired	Percent Good
2018	86%
2017	70%
2016	53%
2015	36%
2014	19%
2013 & prior	4%

Examples of Property Include:

Aircraft Tools and Dies
Aircraft Manufacturing
Aircraft Manufacture & Test Equip
Aircraft Molds
Aircraft Patterns
Aircraft Taps and Gauges

PROPERTY CODE 28	
Non-Capitalized Equipment	
Year Acquired	Percent Good
2018	75%
2017	50%
2016	25%
2015 & prior	0%

Please visit our website for more Information on this class of property

A piece of equipment, machinery, furniture, or other piece of tangible personal property that is functioning at its highest and best use for the purpose it was designated and constructed and is generally capable of performing that function without being combined with other items of personal property. Non-capitalized property is an item that has been totally expensed or written off in the year of acquisition.

1. Has an acquisition cost of \$1,000 or less
2. Is claimed as allowed on a federal tax return as a deductible expense under Section 162 or Section 179, Internal Revenue Code, in the year of acquisition
3. All classes of property qualify for the election to class 28 (Non-Capitalized Personal Property)

PROPERTY CODE 230	
Computer Integrated Machinery	
Year Acquired	Percent Good
2018	91%
2017	81%
2016	70%
2015	59%
2014	48%
2013	38%
2012	25%
2011 & prior	13%

Machinery which cannot operate independently from the computer system. Machinery & computer sold as a single unit.

Examples of Property Include:

Computerized Assembly Machinery
Computer Driven Mills
Computer Integrated Fabrication Machinery
MRI Equipment
Computerized Machine Lathes
CAT Scanners
Gamma Camera Systems
Digital Movie Projection Equipment
Ultrasound (Sonograph) Equipment
Mammography Units
Digital X-Ray Machines
Other Computer Integrated Machinery

PROPERTY CODE 203	
Petroleum & Natural Gas Exploration and Prod. Equip.	
Year Acquired	Percent Good
2018	95%
2017	87%
2016	81%
2015	74%
2014	67%
2013	61%
2012	55%
2011	46%
2010	40%
2009	34%
2008	27%
2007	19%
2006 & prior	10%

Equipment used in the petroleum & gas exploration and production industry

Examples of Property Include:

Distillation Equipment
Drill Rigs
Gas Lines-Petroleum
Holding & Storage Facilities
Metering Devices
Petroleum Pumping Units
Re-Injection Equipment
Wellhead Assemblies
Well Site Generators

PROPERTY CODE 285	
Non-Capitalized Equipment Used for Residential Purposes	
Year Acquired	Percent Good
2018	41%
2017	28%
2016	14%
2015 & prior	0%

Equipment *must* qualify for class 28 AND be used *exclusively within a dwelling unit* that is a primary resident of a tenant.

PROPERTY CODE 205	
Household Machinery & Equip Used for Residential Purposes	
Year Acquired	Percent Good less Residential Exemption
2018	52%
2017	48%
2016	43%
2015	39%
2014	35%
2013	31%
2012	26%
2011	21%
2010	17%
2009	12%
2008 & prior	6%

Machinery & Equipment used *exclusively within a dwelling unit* that is a primary resident of a tenant.

Examples of Property Include:

Microwave Oven
Refrigerators/Freezers
Washers and Dryers
Window Mount Air Conditioners

PROPERTY CODE 13	
Semiconductor Manufacturing	
Year Acquired	Percent Good
2018	47%
2017	34%
2016	24%
2015	15%
2014 & prior	6%

Examples of Property Include:

Clean Room Equipment
Chemical & Gas Systems
Crystal Growing Equipment
Deionized Water Systems
Encapsulation Equipment
Photo Mask & Wafer Equip.

PROPERTY CODE 105	
Furniture & Trade Fixtures Used for Residential Purposes	
Year Acquired	Percent Good less Residential Exemption
2018	51%
2017	46%
2016	41%
2015	35%
2014	30%
2013	25%
2012	19%
2011	13%
2010 & prior	7%

Furniture & Trade Fixtures used *exclusively within a dwelling unit* that is a primary resident of a tenant.

Examples of Property Include:

Furniture- Couches/Chairs
Household Furnishings



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Account Number: _____

SCHEDULE A: PERSONAL PROPERTY ACQUIRED OR DISPOSED OF IN 2018

Part 1 – Personal Property Acquired During 2018

Describe each item of Personal Property acquired, which has not been previously reported or is not on the existing equipment listing. Identify the acquisition and calculate the market value using the valuation schedules enclosed.

PROPERTY CODE	ITEM DESCRIPTION PLEASE BE SPECIFIC	YEAR ACQUIRED	COST OR PURCHASE PRICE	X QUANTITY	X DEPRECIATION (SEE SCHEDULES)	= MARKET VALUE

ATTACH SEPARATE SHEET(S) IF NECESSARY

LINE 1: TOTAL MARKET VALUE OF PROPERTY ACQUISITIONS _____

Part 2 – Personal Property Disposed of During 2018

Describe each item of Personal Property disposed of in 2018. Identify the cost to be deleted and calculate the market value using the valuation schedules and the equipment listing enclosed in your packet.

Property CANNOT be deleted in this section unless it is printed on the equipment listing

PROPERTY CODE	ITEM DESCRIPTION PLEASE BE SPECIFIC	YEAR ACQUIRED	COST OR PURCHASE PRICE	X QUANTITY	X DEPRECIATION (SEE SCHEDULES)	= MARKET VALUE

ATTACH SEPARATE SHEET(S) IF NECESSARY

LINE 2: TOTAL MARKET VALUE OF PROPERTY DISPOSED OF (_____)

LINE 3: LINE 1 MINUS LINE 2. TRANSFER THIS AMOUNT TO LINE 2 ON SIGNED STATEMENT _____



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LEASED OR RENTED EQUIPMENT

List itemized leased or rented equipment below. DO NOT transfer any totals to the signed statement.

Note: If your equipment is considered a "Conditional Sale Lease" make sure it has previously been reported or listed on the schedule A in the *equipment acquired* area. You are required to list and pay taxes on this equipment as if it were owned by you.

NAME AND ADDRESS OF LESSOR	EQUIPMENT DESCRIPTION	STARTING DATE OF LEASE	COST AT START DATE

ATTACH SEPARATE SHEET(S) IF NECESSARY

Business Change Form

Business Name _____ Account _____

Owner _____ Telephone _____

Mailing Address _____

Physical Address _____

Contact Person _____

Telephone _____ E-Mail _____

CHANGE OF ADDRESS Mailing Location

Previous Address _____

New Address _____ When _____

BUSINESS NAME CHANGED

Previous Name _____

New Name _____

SOLD BUSINESS

Date Business Sold _____ Business at Same Location? Yes No

Who has Possession of Equipment? _____

CLOSED BUSINESS

Date Business Ceased Operating: _____ Business License Cancelled? Yes No

What Happened to the Equipment? _____

FILED BANKRUPTCY

What is the Case Number? _____ Status of Filing _____

Date of Bankruptcy _____ Business in Operation? Yes No

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not less than \$25 for each failure to file a signed and completed statement. The penalty imposed by this section may not be waived or reduced by the assessor, county commission, or county board of equalization.